



**ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT**

**Alaska Workforce Investment Board
Workforce Readiness and Employment and Placement Committee
Wednesday July 1, 2009 at 2:00 pm
1016 W. 6th Ave. Suite 304
Minutes (Final)**

Roll Call:

Board Members:

☒ Doug Ward, Chair; ☐ Sharlene Berg; ☐ John Cannon; ☐ Kathy Craft; ☒ Mae Hank; ☐ Joey Merrick; ☒ Marcia Olson; ☒ Michelle Zenger

Recurring Guests:

☐ Bob Cress, CEF Training Director; ☐ Eldon Davidson, SAVEC; ☒ James Harvey, Asst Director ESD/DOLWD; ☐ Richard Carlson, Superintendent, Klawock School District

Staff: Louise Dean, Program Coordinator; Jeff Selvey, Education Specialist

Guests: Cheryl Walsh, Director, Division of Vocational Rehabilitation

Approval of Agenda

MOTION to approve agenda by Marsha Olson

SECONDED by Michelle Zenger

VOTE taken

MOTION carries

Approval of Minutes

June 4, 2009

MOTION to approve June 4, 2009 minutes by Michelle Zenger

SECONDED by Marcia Olson

VOTE taken

MOTION carries

Action Items

1. WorkKeys Implementation and recognition

Doug indicated Barb has sent out the 2007 WorkKeys resolution to committee members.

Marcia Olson discussed implementation and recognition of WorkKeys. Her recommendations for the WREP committee and the AWIB are:



**ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT**

- AWIB members could provide information to their company about WorkKeys, including the use of job profiling, use of National Career Readiness Certificates (NCRCs) in hiring, use of WorkKeys scores in hiring/promotion/training, etc. (ED and DOL can give information, education, and materials as necessary)
 - Ask the Regional Advisory Councils (RACs) to disseminate information to their regional employers (EED and DOL can provide information packets as necessary).
 - AWIB members could take the WorkKeys tests themselves – or at least some practice tests or pre-tests (EED and DOL will provide links for members to login and do a practice test on their own).
 - AWIB member business could begin to at least recognize the NCRC if a prospective employee has one. (The other two levels are to “request” the certificate – or to actually “require” the certificate).
2. Alaska Education Plan – Career & Technical Education
Doug indicated he would like the committee members to review the Alaska Education Plan and the AGIA plan to see how to mesh the two plans. Staff will send the AGIA website link to committee members.

Discussion Items

1. Tech Prep - Diane Maples – AK Tech Prep Consortium & Sally Spieker –
Move to August agenda. Doug indicated he would like the committee to learn about the employer component of Tech Prep.
2. Update the definition of Employment Placement (AS 23.15 570)
Doug indicated there was discussion at the May committee meeting at the full board meeting that the description of the committee might need work. Doug will work with Tom Nelson on this.
3. One Stop Best Practices – Fairbanks Recertification document.
This will be on the August agenda.

Other Items

Doug reviewed the WREP committee priorities in the strategic priorities. He will look at this and send to staff to be distributed to committee members

Guest Interaction

Adjournment

MOTION to adjourn by Marcia Olson

SECONDED by Michelle Zenger



**ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT**

VOTE taken
MOTION carries

ACTION TRACKER

WHO	WHAT	DUE BY	STATUS
Staff	Prepare draft meeting minutes	7/8/09	done
Staff/Chair	Prepare next meeting agenda	7/24/09	done
Staff	Send AWIB Resolution Process to members	7/24/09	done
Staff	Send Strategic Priorities to members	7/24/09	done
Staff	Send AGIA website link to committee members	7/24/09	done
Staff	Send AK Education Plan to members	7/24/09	done
Committee	Review AGIA plan and Alaska Education Plan	8/6/09	Waiting on documents from staff
Louise	Will address RAC's and dissemination of information at August 12 th RAC mtg.	8/12/09	In process